



University of
NORTH ALABAMA
FOUNDATION

EXECUTIVE COMMITTEE

UNA FOUNDATION

Thursday, July 18, 2019; 11:30 – 12:00 p.m.

The Guillot University Center – Banquet Hall D

AGENDA

- I. Welcome Harry Smith '64, *Chair*
- II. Review of Prior Meeting Minutes.....Harry Smith
- III. Review of Board Meeting AgendaHarry Smith
- IV. Committee Reports/Action ItemsHarry Smith

MEMBERS

Harry Smith '64, Chair
Brad Botes '83
Weldon Cole '60

Jeff Johnson '85
Ken Kitts
Mr. Kevin Haslam

David Sunseri '98
Rusty Trapp

Mr. Kevin Haslam, Staff Liaison

ARTICLE V, Section 1

The Executive Committee may act on behalf of the Foundation on any matter when the Board of Directors is not in session, reporting to the Board of Directors for its ratification of their action at each regular or special meeting called for the purpose. Five members shall constitute a quorum for the transaction of business. Meetings may be called by the Chair of the Board or by a member. The Executive Committee shall have the Treasurer's accounts audited by a qualified independent certified public accounting firm at least once a year and report thereon to the Board of Directors. The University will make available the appropriate staff to assist the Executive Staff with its duties.



University of
NORTH ALABAMA

FOUNDATION

**MINUTES
EXECUTIVE COMMITTEE
UNA FOUNDATION**

Friday, March 15, 2019; 11:30 a.m.

The Guillot University Center – Banquet Hall C

Present: Chair Harry Smith, Weldon Cole, Ken Kitts, Brad Botes, Debbie Shaw, David Sunseri, Rusty Trapp

Absent: Jeff Johnson, Will Trapp

Staff Liaison: Debbie Shaw

The meeting was called to order at 11:30 a.m. and a welcome was extended by Harry Smith, Chair. Chair Smith presented the minutes of the November 16, 2018 meeting for approval. Dr. Sunseri made a motion that the minutes be approved as presented. Mr. Cole seconded and the motion carried unanimously.

Chair Smith reviewed the board meeting agenda and asked each committee chair to report any action items to go before the full Board of Directors at the upcoming meeting.

David Sunseri, Chair of the Budget, Finance and Audit Committee, reported that the committee presented the Gift Acceptance Policy for approval. Dr. Sunseri motioned that the policy be adopted and Mr. Trapp seconded. The motion passed unanimously. Dr. Sunseri also reported the Foundation Audit was successful, having no recommendations from the auditor.

Brad Botes, Chair of the Development Committee, reported that Derby Day will be taking place on May 4, 2019 at Turtle Point Yacht and Country Club. The event will be indoor and outdoor and shuttles will be provided from the Marriott to Turtle Point. Coffee and campus tours will be available that morning to bring patrons back to campus. This year a live auction will be held in addition to the silent auction. Chair Botes wants to encourage board members to attend and purchase sponsorships for the event. He would like to reach out to more alumni who were involved in student groups and Greek organizations, but more accurate data is needed to pursue this option.

Weldon Cole, Chair of the Nominations Committee, presented the officers and directors to be voted on. Harry Smith was recommended to continue as the Chair of the Foundation Board and Dr. Sunseri made the motion to accept. Mr. Botes provided a second and the motion passed unanimously. Brad Botes was recommended as the Vice Chair of the Foundation Board and Chair Sunseri made the motion to accept. Chair Trapp seconded and the motion passed unanimously. Mr. Cole reported that five board members will be rolling off and one is leaving the board for personal reasons. There are six director seats to be filled and there are four nominations to be presented today. Two are expected to be added at the July meeting. Mr. Cole recommended four individuals as incoming directors beginning October 1, 2019. They are Dr. Nelda Hicks Cambron-McCabe '69 of Muscle Shoals, AL; Mr. Derrick Mills '00 of Birmingham, AL; Mr. Robert Steele '78 of Roswell, GA and Dr. Stephanie Wagoner Teichmiller '84 of Decatur, AL. Dr. Sunseri made a motion to approve the recommendations and Mr. Trapp seconded. The motion passed unanimously. The nominations for Chair, Vice Chair and the four directors will go before the full Foundation Board for voting. President Kitts commended the Foundation Board in being intentional in their nomination of members in order to diversify the board in regards to race, gender and geography.

Dr. Sunseri recommended clarification of the bylaws in regards to the appointment of an immediate past chair, since Chair Smith will be serving an additional term. It was suggested that the bylaws be reviewed by the next meeting so that any needed adjustments can be addressed. Discussion ensued that after a year of using the revised bylaws, it may be time for a review.

Rusty Trapp, Chair of the Investment Committee, reported that after the new investment policy passed in November, the selection process began to choose an investment management group. Thirteen proposals were received after the RFP was distributed, and the committee utilized a rubric to narrow down the firms interviewed to the top four. The firms were interviewed on February 25, 2019 and the committee discussed and ranked the firms resulting in SEI as the top candidate. SEI is a public company with no debt, and a heavy equity portfolio. Mr. Trapp presented handouts with information on the firm to all committee members. A vote will be taken to the full board for a vote of approval of SEI.

President Kitts addressed the pending transition of the Vice President for Advancement and Executive Director of the Foundation. Mr. Kevin Haslam will be coming on campus between May 1 and June 1, on a date to be determined. Due to the uncertainty of his arrival date and the amount of summer board meetings, Dr. Shaw's service will extend through August 1 in order to assist Mr. Haslam in his transition.

Items requesting a vote were approved to move forward to the Board of Directors at the board meeting.

The meeting adjourned at 12:32 p.m.

UNIVERSITY OF NORTH ALABAMA FOUNDATION
BOARD OF DIRECTORS MEETING
JULY 18, 2019
GUILLOT UNIVERSITY CENTER- THE LOFT
1:00 P.M.

AGENDA

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| I. CALL TO ORDER AND INVOCATION | Mr. Harry Smith '64, Chair |
| A. Roll Call and Quorum Report | Mr. Kevin Haslam
<i>VP for Advancement;
Executive Director for UNA Foundation</i> |
| B. Approval of Minutes-March 15, 2019 | Mr. Harry Smith |
| II. UNIVERSITY PRESIDENT'S UPDATE | Dr. Ken Kitts
<i>University President</i> |
| III. HIGHLIGHTS <i>(Informational Report)</i> | |
| A. SEI | Mr. Mac Butcher, CFA, CFP
<i>Client Portfolio Manager</i> |
| IV. FOUNDATION UPDATE <i>(Informational Report)</i> | |
| A. Foundation Update | Mr. Kevin Haslam |
| B. Financial & Budget Review | Ms. Gwen Patrick '83 |
| V. COMMITTEE REPORTS | |
| A. Executive Committee <i>(Vote Required)</i> | Mr. Harry Smith, Chair |
| 1. Bylaws Report | |
| B. Budget, Finance and Audit Committee <i>(Vote Required)</i> | Dr. David Sunseri '98, Chair |
| 1. Request for Approval for FY 19-20 Budget | |
| C. Investment Committee <i>(Informational Report)</i> | Mr. Rusty Trapp, Chair |
| D. Development Committee <i>(Informational Report)</i> | Mr. Brad Botes '83, Chair |
| E. Nominations Committee <i>(Vote Required)</i> | Mr. Weldon Cole '60, Chair |
| 1. Vote on Directors | Mr. Harry Smith |
| VI. OLD BUSINESS | Mr. Harry Smith |
| VII. NEW BUSINESS | Mr. Harry Smith |
| A. Recognize Retiring Directors | Mr. Kevin Haslam |
| VIII. ADJOURN | Mr. Harry Smith |